



# TOWN OF TEWKSBURY

300 CHANDLER STREET  
TEWKSBURY, MASSACHUSETTS 01876

## *Board of Library Trustees*

Joseph Frank, Chairman

Meeting: 2/9/16

Time: 6:45 p.m.

Place Tewksbury Public Library

Members present: Joseph Frank, Patrick Joyce, Lori Carriere, Patricia Pino, and Gene Walsh  
Paige Impink arriving at 6:58pm

Also Present: Diane Giarrusso, Jeannine Briley

The meeting was called to order at 6:45 p.m. by Joe Frank.

### **Minutes:**

A motion was made by Gene Walsh, seconded by Patrick Joyce to accept the minutes of 1/12/16. The Motion was passed with Lori Carriere abstaining from vote.

### **Director's Comments:**

Director's Report attached.

Art hanging system is up and looks lovely. The Director would like to do same system on 2<sup>nd</sup> floor.

Library air handling unit variable speed drive is done. Fans will go on and off better and should start savings some money on electricity. There will be more work being done from the grant next year to make the building more efficient and cheaper to run.

The Director is putting together a Capital Maintenance funding plan, which would entail taking inventory and figuring out how old and conditions of materials in the building. Gene Walsh volunteered to meet with us and advise.

The long range plan was sent out with two actions plans, one for 2016 and one for 2017. The plan and 2 action plans need Board approval.

A motion was made by Gene Walsh, seconded by Patricia Pino to approve the long range plan on 2016 and 2017 Action Plans. The motion was passed by unanimous vote.

Finance committee made it clear that regular replacement of computers should be in the budget. We are getting some money for computers this year. Director is going to do a technology plan.

Joyce is currently working on inventories. The Director would like another volunteer from the Board to help with some prioritizing. Patricia Pino volunteered to help with technology plan.

### **Members Comments:**

Lori Carriere has the report from the Friends:

- Friends have partnered with a gentleman to sell our donated books on amazon for a trial basis and so far it's working well.
- Mini Golf is currently on hold pending getting a large sponsor.

Patricia Pino recommended a TV episode on Chronicle that the PBL is digitalizing 400 year old books and shelving units on wheels to make space more flexible.

Gene Walsh had a question about donations to the Library. The Director says donation can be given to the Library directly and it goes into the gift fund, and suggested updating the gift policy and setting up some parameters in the future.

Joe Frank would like to thank the Director and all the members of the long range planning committee for an excellent job!

### **Future Meetings:**

3/8/16	-	6:45 p.m.
4/12/16	-	6:45 p.m.

### **Adjourn:**

A motion was made by Paige Impink, seconded by Gene Walsh to adjourn the meeting. The motion was passed by unanimous vote and the meeting adjourned at 7:27p.m.

Respectfully submitted,

Approved minutes by BLT on 3/8/16

Reports Attached: Director's Report 2/9/16

Handouts: Library Statistics, Tewksbury Library's Long Range Plan of Service